

Los Angeles County Municipal Storm Water Permit (Order 01-182)
Individual Annual Report Form
Attachment U-4

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

!	YOU MUST FILL OUT ALL THE INFORMATION REQUESTED <i>Do not leave any of the sections blank.</i>
N/A	If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation
U	If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation.

This Report Form consists of the following sections:

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A. Permittee Name: CITY OF BELL

B. Permittee Program Supervisor: Terry Rodrigue
 Title: City Engineer
 Address: 6330 Pine Avenue
 City: Bell Zip Code: 90201
 Phone: 323-588-6211 Fax: 323-771-9473

C. In the space below, briefly describe how the storm water program is coordinated within your agency's departments and divisions. Include a description of any problems with coordination between departments. To facilitate this, complete the Table 1.

The municipal NPDES program is coordinated by the City Engineer. Senior consulting engineer advises the City staff as to the need to meet NPDES permit regulations and policies.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Community Serv. Dept.	1
2. Industrial/Commercial Inspections	Code Enforcement	3
3. Construction Permits/Inspections	Building & Safety	1
4. IC/ID Inspections	Code Enforcement	3
5. Street sweeping	Engineering Div./Contract Engr.	2
6. Catch Basin Cleaning	Engineering Div./Contractor	1
7. Spill Response	Engineering Div./Code Enforcement	7
8. Development Planning (project/SUSMP review and approval)	Community Dev. Dept./Engr. Div.	2

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D. Staff and Training

Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training.

E. Budget Summary

1. Does your municipality have a storm water utility? Yes ☐ No ☒

If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

The City General Fund and Solid Waste Program provide of financial resources to support the NPDES program.

2. Are the existing financial resources sufficient to accomplish all required activities? Yes ☒ No ☐

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

The City has participated in a Grant to the Southeast Cities that has provided funds for the installation of 218 CPS full capture storm drain catch basin devices and 128 ARS units in storm water catch basins located in the City. The cost of said installation is \$237,000, which is part of a grant that is funding the southeast cities through the COG.
Additional ARS units may be installed.

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TABLE 2

Program Element	Expenditures in Previous Fiscal Year	Estimated Amount Needed to implement Order 01-182
1. Program management a. Administrative costs b. Capital costs	\$60,360	\$30,800
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	\$864 \$972	\$800 \$900
3. Industrial/Commercial inspection/ site visit activities	\$2,204	\$3,500
4. Development Planning	\$2,160	\$3,000
5. Development Construction a. Construction inspections	\$692	\$1,500
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs f. Other	\$155,000 \$156,000 \$14,000 \$127,576 \$1,000	\$155,000 \$150,000 \$15,000 \$130,000 \$2,000
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	\$1,620	\$1,800
8. Monitoring	\$3,000	\$3,000
9. Other	\$100,000	\$10,000
10. TOTAL	\$625,448	\$507,300

List any supplemental dedicated budgets for the above categories:

The City will have to allocate supplemental funds for Maintenance of Structural and Treatment Control BMPs and Monitoring program for Los Angeles River Metals TMDL Compliance Monitoring Program requirements.
The City is participating in a grant to retrofit 218 storm drain catch basins with full capture devices at an estimated cost of \$237,000, that are paid for through a grant to the southeast cities and administered via the COG.

List any activities that have been contracted out to consultants/other agencies:

The City is represented by Interwest Consulting Group to assist the City in coordinating the NPDES programs. The City Engineering is also contracted out to Interwest Consulting Group.

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II. Receiving Water Limitations (Part 2)

- A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes ☐ No ☒
- B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes ☐ No ☒
- C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:
1. A description of the pollutants that are in exceedance and an analysis of possible sources;
 2. A plan to comply with the RWL (Permit, Part 2);
 3. Changes to the SQMP to eliminate water quality exceedances;
 4. Enhanced monitoring to demonstrate compliance; and
 5. Results of implementation.

III. SQMP Implementation (Part 3)

- A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes ☒ No ☐
- B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes ☐ No ☒
- C. Describe the status of developing a local SQMP in the box below.

The City utilizes the Countywide SQMP developed by the Los Angeles County Department of Public Works.

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- D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP, that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

N/A - The City has not implemented any additional BMP's beyond those BMP's which are contain in the County SQMP.

E. Watershed Management Committees (WMCs)

1. Which WMC are you in? [Los Angeles River](#)
2. Who is your designated representative to the WMC? [Terry Rodrigue](#)
3. How many WMC meetings did you participate in last year? [12](#)
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

WMC (Gatecities Watermanagement Committee) provides the opportunity for neighboring justifications to coordinate and communicate about common problems and solutions concerning the storm water quality in their area. WMC also provides a common understanding of some of the NPDES items that are of concern and immediate importance to the community.

5. Attach any comments or suggestions regarding your WMC.

F. Storm Water Ordinance

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes ☒ No ☐
If not, describe the status of adopting such an ordinance.

2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes ☒ No ☐
If not, please attach a copy to this Report.

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3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes ☐ No ☒
If yes, attach a copy of amendments to this Report.

G. Discharge Prohibitions

1. List any non-storm water discharges you feel should be further regulated:

The City properly regulates storm water discharges by using LIP, SQMP and BMPs.

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

The City is not aware of any storm water discharges that need to be exempted from regulation.

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In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

1. No Dumping Message

a) How many storm drain inlets does your agency own? **34**

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? **0**

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? **34**

If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

N/A

d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? **The City has not posted "No Dumping" signs at public access points within the City.**

Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

N/A - The public access points to the Los Angeles River are under the jurisdiction of Los Angeles County Flood Control District, and they have posted "No Dumping" signs at the locations.

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2. Reporting Hotline

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes ☐ No ☒
- b) If so, what is the number? The City utilized the County Hot Line
- c) Is this information listed in the government pages of the telephone book? Yes ☐ No ☒
- d) If no, is your agency coordinated with the countywide hotline? Yes ☒ No ☐
- e) Do you keep record of the number of calls received and how they were responded to? Yes ☒ No ☐
- f) How many calls were received in the last fiscal year? 0

- g) Describe the process used to respond to hotline calls.

The City responds to all calls reporting storm water issues to 911 or 1800CLEANLA or city hall telephone lines. The City Engineering Division responds to the calls with the appropriate equipment, manpower, materials, etc. to contain spills. Code enforcement deals with party's that have not acted responsibly and professional, commercial cleanup contractor is brought in to complete any necessary cleanup of the spill.

- h) Have you provided the Principal Permittee with your current reporting contact information? Yes ☒ No ☐
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the www.888CleanLA.com web site (Principal Permittee only)? Yes ☐ No ☒
- If not, when is this scheduled to occur? The Principle

Permittee is to compile and post said list

3. Outreach and Education

- a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. (Principal Permittee only)

N/A. The Principal Permittee develops the strategy to provide outreach and bilingual materials to garget ethnic communitie. The City has some materials available for distribution at community functions.

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- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes ☒ No ☐
- How many Public Outreach Strategy meetings did your agency participate in last year? 1
- Explain why your agency did not attend any or all of the organized meetings.

The City has lately re-organized Divisions, and hired a new contract City Engineer who is responsible for MS4 permit. He has been attending the monthly Board meetings for Los Angeles Gateway Region Integrated Regional Water Management Joint Power Authority (IRWMP) and stakeholders meetings.

Identify specific improvements to your storm water education program as a result of these meetings:

The City has distributed bilingual storm water information to residents and business in the community.

List suggestions to increase the usefulness of quarterly meetings:

The City does not have suggestions to increase the usefulness of the meetings.

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented (*Principal Permittee only*).

N/A

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- c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media? *N/A. Principal Permittee will provide this information.*
- d) Describe efforts your agency made to educate local schools on storm water pollution.

The City encourages local school s to participate in storm water pollution prevention programs and events.

- e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution (*Principal Permittee only*)? Yes ☐ No ☒
- If not, explain why.

N/A, Principal Permittee provides materials to educate school children on storm water pollution matters.

- f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts (*Principal Permittee only*).

N/A, Principal Permittee measures the effectiveness of the in-school programs.

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

- g) What is the behavioral change target that was developed based on sociological data and other studies (*Principal Permittee only*)?

N/A. Principal Permittee established and studies the behavioral change target.

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If no target has been developed, explain why and describe the status of developing a target.

N/A. Principal Permittee is responsible to this statement.

What is the status of meeting the target by the end of Year 5?

N/A. Principal Permittee will address this question.

4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes ☒ No ☐
- c) Did your agency help distribute pollutant-specific materials in your city? Yes ☒ No ☐
- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

The City provides educational outreach materials at the City Hall counter, through the Chamber of Commerce, through industrial/commercial inspections of businesses and by posting articles in the City news letter

5. Businesses Program

- a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains (*Principal Permittee only*).

N/A. . Principal Permittee will address this question

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- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? *Principal Permittee will address this question*
- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? *Principal Permittee will address this question*
- d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)? Yes ☐ No ☒
If not, describe measures that will be taken to fully implement this requirement.

N/A. Principal Permittee is responsible to this statement.

- e) Has your agency developed and/or implemented a Business Assistance Program? Yes ☐ No ☒
If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

City inspectors provide BMP outreach materials to local businesses while making industrial inspections of businesses. Educational outreach materials are also available at the city Hall and Chamber of Commerce but a specific business assistance program has not been developed.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☒ No ☐
How many media outlets were contacted? 0
Which newspapers or radio stations ran them?

The Los Angeles County Department of Public Works sponsors a Countywide media campaign that the City contribute toward.

Who was the audience?

The media campaign is targeted to family oriented professionals, male "do-it-yourselfers", and single males in their teens and twenties.

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7. Did you supplement the County's media purchase by funding additional media buys? Yes ☐ No ☒

Estimated dollar value/in-kind contribution: None

Type of media purchased: N/A

Frequency of the buys: N/A

- Did another agency help with the purchase? Yes ☒ No ☐

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising? Yes ☒ No ☐

If so, describe the type of advertising.

The City provided handout literature to local businesses, organizations, and public events in Spanish languages.

9. Did you establish local community partnerships to distribute educational storm water pollution prevention material? Yes ☒ No ☐

Describe the materials that were distributed:

The City distributes oil recycling materials to local business involved in vehicular oil changes, NPDES flyers and BMP information materials are distributed through the City Hall, Chamber of Commerce and County Fire Department stations.

Who were the key partners? Chamber of Commerce and Fire Department

Who was the audience (businesses, schools, etc.)?

Residents, school children and business operators in the City.

10. Did you participate in or publicize workshops or community events to discuss storm water pollution? Yes ☐ No ☒

How many events did you attend? None

11. Does your agency have a website that provides storm water pollution prevention information? Yes ☐ No ☒

If so, what is the address? The City is developing website including stormwater prevention information

12. Has awareness increased in your community regarding storm water pollution? Yes ☒ No ☐

- Do you feel that behaviors have changed? Yes ☒ No ☐

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Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

The efforts of the City to educate its citizens via conversations with City Code enforcement and inspectors has resulted in more awareness of the storm water problems and BMPs.

13. How would you modify the storm water public education program to improve it on the City or County level?

It should be noted that the Principal Permittee (L.A County) has gotten better in this regard. L.A County should make an effort in various education materials.

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B. Industrial/Commercial Facilities Program

1. Critical Source Inventory Database

Did you (individually or jointly) update the Database for Critical Sources Inventory?

Yes ☒

No ☐

Comments/Explanation/Conclusion:

The city regularly reviews and updates the data base of critical resources. 214 facilities are subject to the NPDES inspections based on the inventory list updated on August 15, 2010. The data bas has been expanded to include additional business that are required under current permit.

2. Inspection Program

Provide the reporting data as suggested in the following tables.

Category	Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data)	Number of facilities inspected in the current reporting year	% Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle)	Total number since permit adoption
Restaurants	66	8	100%	72
Auto Service	72	7	100%	50
Commercial/Industrial	60	18	100%	78

Comments/Explanation/Conclusion:

The City of Bell Has continued to inspect industrial/commercial facilities to reduce pollutants in the storm water discharge.

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3. BMPs Implementation

Provide the reporting data as suggested in the following table.

Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Restaurants	8	8	100%	0	43	43	100%	0	43	0
Auto Repair	7	7	100%	0	27	27	100%	0	27	0
Auto Dealers	10	10	100%	0	15	15	100%	0	15	0
Comm.	4	4	100%	0	6	6	100%	0	6	0
Industrial	4	4	100%	0	12	12	100%	0	12	0

Comments/Explanation/Conclusion:

None

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4. Enforcement Activities

Provide the reporting data as suggested in the following tables.

Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.)	Number of facilities issued enforcement actions in the current reporting year	Number of facilities issued enforcement actions in the current reporting cycle	Number of facilities (re)inspected due to enforcement actions in current reporting year	Number of facilities (re)inspected due to enforcement actions in current reporting cycle	Number of facilities brought into compliance in the current reporting year	Number of facilities brought into compliance in current reporting cycle	Total number of enforcement actions since permit adoption (by category)
DA Referrals	0	0	0	0	0	0	0
NOV	0	0	0	0	0	0	0

Facilities by category	Number of Warning letters	Number of NOV's	Number of Referral	Number of Other
Auto Repairs	0	0	0	0
Restaurants	0	0	0	0

Comments/Explanation/Conclusion:

In completing the above two tables, the following assumptions were made:

“ Enforcement Action” – means an action taken by the City to force compliance by a facility. Examples of enforcement actions include warning letters, Notices of Violation (NOV), and referrals to the District Attorney. Required BMP improvements identified to facilities during compliance inspections are not typically in the form of enforcement actions, but rather as inspection findings that specify required improvements and a time frame for their completion. Follow-up inspections are not considered enforcement actions, but rather lower level checks to verify the completion of the required BMP improvements.

“ Facilities re-inspected due to enforcement actions” – Refers only to those facilities which were re-inspected to ensure compliance with an enforcement action as that term is defined above. Therefore, the “number of facilities (re)inspected due to enforcement actions” in the table above excludes facilities that were not subject to enforcement action(s), but which may have received one or more follow-up inspections to verify improvements required by compliance inspection findings.

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5. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective ☒

Somewhat Effective ☐

Non-effective ☐

Comments/Explanation/Conclusion:

The City of Bell has become aware of an increase in the Community's concern for storm water quality issues.

6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities.

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C. Development Planning Program (Part 4.D)

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes ☒ No ☐
Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.
2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:
 - a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes ☒ No ☐
 - b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes ☒ No ☐
 - c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes ☒ No ☐
 - d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yes ☒ No ☐
3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

The City provides a list of the applicable BMPs to developers of priority projects. The private development projects is required for an evaluation process to determine if the proposed BMPs are subject to SUSMP requirements and to what extent, based on the type of subject development or redevelopment project.

The following BMPs would be conditioned on approved projects: Scheduling, Preservation of Existing Vegetation, Concrete Finishing, Infiltration Trench, Infiltration Basin, Media filters, Structural Construction and Painting; Vehicle and Equipment Maintenance; Geotextiles and Mats; Dust Controls; Stabilized Construction Entrance; Earth Dike; Temporary Drains and Swales; Slope Drains; Outlet Protection; Check Dams; Silt Fences; Straw Bale Barriers; Sand Bag Barriers; gravel Filters; Storm Drain Inlet Protection; Sediment Trap, Sediment Basin and media filter .

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4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

There are no Natural Drainage systems in the City of Bell.

5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit?

Yes ☒ No ☐

6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

Planning staff utilizes a priority checklist to determine if projects are subject to SUSMP requirements. If a project is determined to be a SUSMP project, developers are required to submit informational materials for SUSMP and post-construction BMPs.

Developer must include the required post-construction BMPs in the plans for review prior to the City issuing a building/grading permit.

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7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?
- | | |
|---|---|
| a) Residential | 0 |
| b) Commercial | 2 |
| c) Industrial | 1 |
| d) Automotive Service Facilities | 0 |
| e) Retail Gasoline Outlets | 0 |
| f) Restaurants | 0 |
| g) Parking Lots | 0 |
| h) Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area | 0 |
| i) Total number of permits issued to priority projects | 2 |
8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 15%
9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

On March 10, 2003, the City incorporated the reduced thresholds into the City plan review process.

10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? No additional projects resulted from the lower threshold.
11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? Yes ☐ No ☒
12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yes ☒ No ☐

If no, provide an explanation and an expected date of completion.

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N/A

13. Did your agency update any of the following General Plan elements in the past year?

- a) Land Use Yes ☐ No ☒
- b) Housing Yes ☐ No ☒
- c) Conservation Yes ☐ No ☒
- d) Open Space Yes ☐ No ☒

If yes, please describe how watershed and storm water quality and quantity management considerations were included.

N/A

14. How many targeted staff were trained last year? 1
15. How many targeted staff are trained annually? 1
16. What percentage of total staff are trained annually? 100%
17. Has your agency developed and made available development planning guidelines? Yes ☒ No ☐
18. If no, what is the expected date that guidelines will be developed and available to developers? N/A
19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

The City has developed a technical manual to assist the development community in siting and the design of BMPs. This manual is available at the public counter at City Hall. It provides developers some discretion in determining what specific treatment controls but in the final analysis has the authority to decide what must be used. Developers are encouraged to use the County's SUSMP guidelines and its recently developed LID handbook

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D. Development Construction Program

1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

The City conducts inspection of all construction projects located within its jurisdiction, and the City increased inspection frequency of the construction sites during the rainy season in accordance with the Permit requirements.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?

- a) Will result in soil disturbance of one acre or greater Yes ☒ No ☐
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area N/A Yes ☐ No ☒
- c) Is located in a hillside area N/A Yes ☐ No ☒

3. Attach one example of a local SWPPP

4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

Prior to issuing a grading permit the owner of the site must submit a copy of Owner's NOI/SWPPP Certification (similar to the Appendix E form in the County of Los Angeles Development Construction Model Program). In that form the Owner certifies that an NOI has been filed and that a Storm Water Pollution Prevention Plan (SWPPP) has been prepared. In addition, a copy of the SWPPP must be provided for review by the City. In addition, WDID No. obtained from the State Water Resources Control Board is to be addressed on grading plans.

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5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 0
6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 0
7. How many building/grading permits were issued to construction site less than one acre in size last year? 2
8. How many construction sites were inspected during the last wet season? 2
9. Complete the table below.

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	0	N/A	N/A	N/A
Off-site discharge of other pollutants	0	N/A	N/A	N/A
No or inadequate SWPPP	0	N/A	N/A	N/A
Inadequate BMP/SWPPP implementation	0	N/A	N/A	N/A

10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

City Building & Safety or Code Enforcement staff conduct inspections of any reported and/or observed construction site violations. Correction notices and/or documented verbal warnings are issued to site supervisor. Failure to complete the required corrections will immediately result in the issuance of a "stop work" notice. All work at the site will be halted until the required corrections are made. Criminal citations may be issued to observed violation when written warning is issued and corrections are not made in a timely manner. In some cases, the City will refer the matter to outside agencies for assistance

11. Describe the system that your agency uses to track the issuance of grading permits.

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Grading permits are issued by the Building & Safety and tracked in a database. Prior to commencement of grading, City inspector will have a pre-job meeting with contractor to discuss pertinent issues, including erosion and dust control and the selection of appropriate construction BMPs.

E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention
 (only applicable to agencies that own and/or operate a sanitary sewer system)

- a) Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? Yes ☒ No ☐
- b) How many sanitary sewer overflows occurred within your jurisdiction? (Overflow at grease interceptor in Rest. Parking lot) 1
- c) How many did your agency respond to? 1
- d) Did your agency investigate all complaints received? (See above "b") Yes ☒ No ☐
- e) How many complaints were received? (See "b") 1
- f) Upon notification, did your agency immediately respond to overflows by containment? Yes ☒ No ☐
- g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? Yes ☒ No ☐
- h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes ☒ No ☐

If so, describe the program:

The City of Bell has developed and certified a Sanitary Sewer Management Plan dated 10/30/2007 and NEED Assessment Report dated 9/17/2007. The Plan addresses the lines of reporting, legal authority, FOG program, capacity studies, and emergency response procedures to address sanitary sewer overflows.

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- i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4?

Yes ☒ No ☐

If so, describe the program:

A sanitary sewer rehabilitation program has commenced, which repairs, remediate blockages, and wet weather overflow from sanitary sewer.

2. Public Construction Activities Management

- a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit ?

%

- b) Give an explanation for any sites greater than 5 acres that were not covered:

There were no public construction projects in the City, which were subject to a General Construction permit during the reporting year.

- c) What is the total number of active public construction sites?
How many were 5 acres or greater in size?

4
0

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- d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? Yes ☒ No ☐

3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

- a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? Yes ☒ No ☐

- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:

- (1) Good housekeeping practices
- (2) Material storage control
- (3) Vehicle leaks and spill control
- (4) Illicit discharge control

City contract staff is trained on BMPs to minimize storm water pollution and are required to sign a certification statement that they are aware and will comply with BMPs. This helps them with items #1 & #2 above. The items #3 & #4 are handled by contract staff.

- c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? Yes ☐ No ☒
If not, what is the status of implementing this requirement?

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The City does not operate vehicle/equipment wash Areas in City Yard. Contractors, during construction, perform these services.

- d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above?

None

4. Landscape and Recreational Facilities Management

- a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers?

Yes ☒ No ☐

Briefly describe this protocol:

The City has implemented the County model programs and requires the use of the appropriate BMPs.

- b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

Contractor receives training on the BMPs associated with fertilizer use. In addition, contractors are required to sign a certification statement that all activities are performed as described in the BMPs.

- c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of?

Yes ☐ No ☒

If so, list them:

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N/A

- d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? **Certified contractor personnel performs pesticide applications.** 0%
- e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

Contractors are encouraged to use native plants whenever practical. This policy is encouraged through The City's contractor training program.

5. Storm Drain Operation and Management

- a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C? Yes ☒ No ☐
- b) How many of each designation exist in your jurisdiction?
- | | |
|-------------|----|
| Priority A: | 0 |
| Priority B: | 0 |
| Priority C: | 34 |

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- c) Is your city subject to a trash TMDL? Yes ☒ No ☐
- d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

The City has one of the most aggressive street sweeping and catch basin cleaning programs, which are highly effective in the reduction of trash to the MS4. In addition. The City is coordinating its implementation efforts with the Los Angeles River Watershed Management Committee, the City of Los Angeles and Los Angeles County Department of Public Works

- e) How many times were all Priority A basins cleaned last year? 0
- f) How many times were all Priority B basins cleaned last year? 0
- g) How many times were all Priority C basins cleaned last year? *At least* 2
- h) How much total waste was collected in tons from catch basin clean-outs last year? 0.9
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year. *See attached*
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes ☒ No ☐
- k) How many new trash receptacles were installed last year? *None*
- l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:
- (1) Provide for the proper management of trash and litter generated from the event? Yes ☒ No ☐

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- (2) Arrange for temporary screens to be placed on catch basins?
(During street construction, filter fabric installed at all affected CBs) Yes ☒ No ☐
- (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes ☒ No ☐
- m) Did your agency inspect the legibility of the catch basin stencil or labels? Yes ☒ No ☐
What percentage of stencils were legible? 100%
- n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? Yes ☒ No ☐
- o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection?
There are no permittee owned open channel storm drains or other such drainage structures located in the City.
N/A. Yes ☐ No ☐
Is the prioritization attached? N/A Yes ☐ No ☐
- p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yes ☒ No ☐
What changes have been made?

No changes were made

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- q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? *N/A* Yes ☐ No ☐
- r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

Contractor staff has the appropriate equipment and has been trained to ensure that maintenance operations and clean out activities are performed in a manner that minimizes the discharge of contaminants into the MS4.

- s) Where is removed material disposed of?

Materials removed during maintenance and clean out are disposed of in sanitary landfills. Green waste and debris are separated for recycling or composting

6. Streets and Roads Maintenance

- a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:
- (1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? Yes ☒ No ☐
- (2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes ☒ No ☐
- (3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes ☒ No ☐
- b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:
- (1) Priority A – These streets and/or street segments shall be swept at least two times per month? (*Swept 6 times weekly*) Yes ☒ No ☐

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- (2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? (Swept 2 times weekly) Yes ☒ No ☐
- (3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? (Swept weekly) Yes ☒ No ☐
- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes ☒ No ☐
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes ☒ No ☐
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes ☒ No ☐
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes ☒ No ☐
- (2) Identify and select appropriate BMPs? Yes ☒ No ☐

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7. Parking Facilities Management

- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes ☒ No ☐
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes ☐ No ☒
How many? 4

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8. Public Industrial Activities Management

- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? (There were no activities in the City which were considered an industrial activity under the USEPA Phase I storm water regulations.)

Yes ☐ No ☒

- b) Does your agency serve a population of less than 100,000 people?

Yes ☒ No ☐

9. Emergency Procedures

- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? (No emergencies occurred which required repair of essential public services or infrastructure. N/A)

Yes ☐ No ☐

- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? (No Emergency occurred)

Yes ☒ No ☐

10. Feasibility Study

- a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? (when required)

Yes ☒ No ☐

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- b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? (The Principal Permittee conducted the diversion study on behalf of the co-permittees. N/A)

Yes ☐ No ☐

F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.). Attached
2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date. N/A

There are no permitted connections within the City.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

The City's Code enforcement office investigates any observed or reported discharges to determine their status. Citations will be issued to owners/operators, as needed following standard Code Enforcement procedures. Code Enforcement will 1.) identify the source and location of the discharge, 2.) order the illicit discharge/connection to be stopped, 3.) secure the clean-up of the discharge material by the offender or the City. A follow-up, with appropriate action is based upon the actions and/or responses of the responsible party. If a discharge is discontinued, the case is closed. If a violation continues, a program of escalating enforcement is put into place and the case continues.

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4. Describe your record keeping system to document all illicit connections and discharges.

The City maintains documentation of all illicit connections/discharges that are reported and investigated by Code Enforcement.

5. What is the total length of open channel that your agency owns and operates? 0
6. What length was screened last year for illicit connections? None
7. What is the total length of closed storm drain that your agency owns and operates? 10,000 LF
8. What length was screened last year for illicit connections? None
9. Describe the method used to screen your storm drains.

The City conducted field screening for illicit connections in underground pipes in priority areas in accordance with the deadlines established in the Permit. City staff conducted a thorough evaluation of records of catch basins and storm drain maintenance, cleaning and inspection; IC/ID reports and complaints; records of permitted connections to the storm drain (there are none); and industrial commercial inspections. The City staff inspected all city storm drain lines at the down-stream manholes and found no evidence of illicit connections.

10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in <i>other</i> actions
01/02	0	0	0	0	0	0	0
02/03	0	0	0	0	0	0	0
03/04	0	0	0	0	0	0	0

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04/05	0	0	0	0	0	0	0
05/06	0	0	0	0	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	0	0	0	0	0	0	0
09/10	0	0	0	0	0	0	0
10/11	0	0	0	0	0	0	0

11. Explain any *other* actions that occurred in the last year. (No other actions occurred)

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported?

None. No investigation done

- a) Were all identified connections terminated within 180 days?

Yes ☐ No ☒

- b) If not, explain why.

N/A. No illicit discharges or connections were reported or observed this last year.

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from your database that contains this information).

Year	Total # reported	Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified	# that were cleaned up but the source could not be identified	# that resulted in no evidence of discharge	# that were determined to be conditionally exempt	# that were exempt or in compliance and the source identified	# that resulted in enforcement action
01/02							
02/03							

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03/04							
04/05							
05/06							

14. What is the average response time after an illicit discharge is reported?

0

- a) Did any response times exceed 72 hours? 24
hour response

Yes ☐ No ☒

- b) If yes, explain why.

15. Describe the your agency's spill response procedures.

After a spill is reported, City representatives from at least two Departments (Engineering and Code enforcement) report to the site. Once the nature and source of spill are established, the spill containment and clean up are initiated and, if hazardous materials are involved, the Fire Department is immediately called. City staff determines whether further agencies, or actions are required (e.g. Hazardous materials Unit, Vacuum Trucks, Los Angeles County Flood Control, Los Angeles County Health Department, etc.), and investigates the cause of the incident. Dischargers are issued citations and required to take appropriate actions to prevent similar incidents in the future. Follow-ups are performed if needed.

16. What would you do differently to improve your agency's IC/ID Elimination Program?

No changes are anticipated at this time.

17. Attach a list of all permitted connections to your storm sewer system. The City does not track for this information

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V. Monitoring

Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2.

VI. Assessment of Program Effectiveness

- A. Attach a summary of the effectiveness of your storm water management program. This summary should include, at a minimum, the following:
1. An assessment of your agency's compliance with permit requirements, based on your responses to the questions in this form;
 2. Descriptions of any evaluation methods that your agency uses to determine the effectiveness of your storm water management program;
 3. A summary of the strengths and weaknesses of your agency's storm water management program;
 4. A list of specific program highlights and accomplishments;
 5. A description of water quality improvements or degradation in your watershed over the past fiscal year;
 6. Interagency coordination between cities to improve the storm water management program;
 7. Future plans to improve your agency's storm water management program; and
 8. Suggestions to improve the effectiveness of your program or the County model programs.
- B. On a scale of 1 to 10 (10 being full implementation of requirements by their deadlines), rate your municipality's level of compliance with Order No. 01-182.
- C. List any suggestions your agency has for improving program reporting and assessment.

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VII. Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility, of a fine and imprisonment for knowing violations.

Executed on the ____ day of _____, 20__,

at the City of Bell.

Printed Name: Doug Willmore Title: City Manager

(Signature) _____

Signature by duly authorized representative